



Strategic Sourcing Certificate Program Application

Applicant Name: _____ Title: _____

Agency: _____ Secretariat: _____

Work Address: _____

Work Phone Number: _____ Email Address: _____

Note: Registration is limited to 25 people. You will receive a confirmation e-mail from the instructor once your application has been approved. Emailing OSD your application does not automatically guarantee attendance.

Section	Day 1	Day 2	Day 3	Day 4	Day 5	Snow Day
Section #28: State Transportation Building 10 Park Plaza Boston, MA 02116	Tuesday January 31 (conference room 1)	Tuesday February 7 (conference room 2/3)	Tuesday February 14 (conference room 1)	Tuesday February 21 (conference room 4)	Tuesday February 28 (conference room 1)	Tuesday March 7 (conference room 2/3)

PREREQUISITE: Participants are required to take OSD's "Essentials of State Procurement" class before attending SSCP.

We would appreciate your candid response to the following questions:

- Have you completed the prerequisite course "Essentials of State Procurement?"
☐ Yes If Yes, please list the date: ____/____/____
☐ No If No, please indicate date you will be attending: ____/____/____

- Describe your previous experience working/conducting procurement and/or purchasing:

- If applicable, please specify if you will need a Reasonable Accommodation.

☐ Hearing Impaired ☐ Mobility Impaired ☐ Vision Impaired ☐ Other

Accommodation: _____

Statement of Commitment (Required)

Please read and agree to the following statement of commitment:

I agree to participate in OSD's Strategic Sourcing Certificate Program and to attend all scheduled classes.

Applicant's Signature: _____ Date: ____/____/____

Agency/CPO Supervisor Commitment (Required)

I support the participation of _____ in OSD's Strategic Sourcing Certificate Program.
I will support the applicant as she/he completes all program requirements.

Supervisor Name (PRINT): _____

Supervisor Signature: _____ Date: ____/____/____

Agency CPO/Supervisor Name (PRINT): _____

Agency CPO/Supervisor Signature: _____ Date: ____/____/____

E-Mail completed application to OSD Training: osdtraining@state.ma.us and cc: erin.powers@state.ma.us

Note: The Strategic Sourcing Certificate Program consists of 5 one-day module courses. Once you are confirmed as a registered participant, you will be required to attend all 5 days to earn your certificate. **Please ensure that your schedule allows for full day participation each day.**